

Memorandum

Date: May 11, 2021

Board Date: May 18, 2021

To: Board of Supervisors

From: Jason Housel, ISD Supervisor

Subject: Microsoft Enterprise Agreement

BACKGROUND

The County engages Microsoft and one of its Partners to fulfill licensing requirements for workplace productivity. This enterprise agreement is a 3-year term, is a subscription model, and each year requires a true up with Microsoft and annual payment to the awarded Microsoft Partner. The Microsoft partner would invoice the County if there is any increase in licensing as determined by through the true up process. Other variable costs related to data transfer or cloud-based operations may be incurred as the County now has the option back-up to, restore from, and operate within the Microsoft cloud environment. In other words, we are likely to back-up to the cloud environment with our most critical systems. Hopefully, we'll never need to restore from, nor operate in the cloud environment.

RECOMMENDATION

Respectfully recommend that the Board approve the Microsoft 3-year agreement in the amount of \$453,956.25 and authorize the CAO to approve each of the three annual purchase orders to the awarded Microsoft Partner, Dell Inc. for \$151,318.75 and variable costs related to the back-ups and disaster recovery up to \$24,999 annually. Dell Inc. provided the most relevant expertise to the County and delivered the lowest cost proposal by narrow margins. This pricing is based off of the Riverside County mass purchasing contract. Microsoft's lengthy terms and conditions and the Riverside contract are available for review.

FISCAL IMPACT

The Microsoft Enterprise Agreement will be paid from the Non-Capitalized Equipment and the appropriation is included in the FY 2021 budget. Departments will be billed back their share of cost through the Cost Allocation Plan.